

MAINLAND REGIONAL HIGH SCHOOL
LINWOOD, NEW JERSEY
BOARD OF EDUCATION MEETING
DECEMBER 14, 2015

1.0 **Call to Order:**

The Regular Meeting of the Board of Education of the Mainland Regional High School District of Atlantic County was called to order at 6:05 p.m.

2.0 **Flag Salute**

3.0 **Compliance with Sunshine Law:**

Ms. Ojserkis duly noted that adequate notice of this meeting of the Board of Education was provided by the Board Secretary's office on May 9, 2015, to newspapers, municipal clerks and was posted on the bulletin board located in the main school entrance specifying time, place, and date in compliance with the open Public Meetings Act – Chapter 231, P.L. 1975.

4.0 **Roll Call and Verification of Quorum:**

Quorum

Present: Messr's Harvey, Milhous, Person
Ms. Cupo, Gorski, Siegel
President Ojserkis

Superintendent Previti, Business Administrator/Board Secretary Jensen, Principal Marrone, Vice Principal Burns, Vice Principal O'Neal, Supervisor Finn, and Supervisor Lichtenwalner were also present.

Absent: Messr. Broomall

After Roll Call for attendance, a moment of silence was held for Mr. George Evinski, a 47-year employee of Mainland Regional High School

5.0 **Student Representative's Report:**

Nazia Tahia reported:

- The Mainland Regional High School Swim Team has already broken five school records.
- The Instant Decision Day was a great experience for the students and relieved a lot of stress knowing that they were accepted to a college.

6.0 **Special Reports and Presentations:**

Ms. Amy Melson introduced the award winning MRHS Band by reading a letter on behalf of Derek Rohaly, Band Director.

The MRHS drum line performed a selection for the Board of Education and the public in attendance.

Mr. Marrone presented the Students of the Month for December 2015:

<u>Grade</u>	<u>Student</u>
9 th	Bradley Ferguson
10 th	Thaila Fields-Sessoms
10 th	Kobe Roberts
11 th	Kailyn Chandler
11 th	Eve Tjoumakaris
12 th	Amy Anderson

Mr. Lichtenwalner presented the Outcome Report from Instant Decision Day.

Mr. Lichtenwalner presented the revisions and additions to the Program of Studies for the 2016-2017 school year. Discussion followed regarding Distance Learning options for World Language and Dual Credit courses from Stockton College.

Mr. Finn presented the MRHS PARCC results from the 2014-2015 school year. Discussion followed regarding MRHS's results and how Administration is reviewing the results to prepare for the 2016-2017 school year.

Ms. Jensen presented the Comprehensive Annual Financial Report for the Year Ended June 30, 2015.

Ms. Jensen presented the Auditor's Management Report on the Administrative Findings, Financial Compliance, and Performance for the Year Ended June 30, 2015. Ms. Jensen informed the Board that the District had only one finding and recommendation which was not a material finding.

Ms. Jensen reported the following finding:

Finding 15-01:

The Food Service Fund (Proprietary Fund) has a deficit Net Position at year end.

Recommendation:

That the Board of Education budget sufficient funds in the subsequent years budget to fund the deficit in Net Position in the Food Service Fund.

Ms. Jensen informed the Board that approval was given to collect proposals for a Food Management Service for the 2015-2016 school year. The proposal was awarded to Nutri Serve Food Management Inc. with a guaranteed profit of \$5,000.00 for the 2015-2016 school year. Ms. Jensen

informed the Board in subsequent budgets an allocation will be made to account for the total deficit over the past few years.

Dr. Previti and Ms. Ojserkis thanked the Business Office staff for a great audit.

7.0 **Motion for Executive Session:** None
BE IT RESOLVED by the Mainland Regional High School Board of Education that pursuant to the Open Public Meetings Law (NJSA 10:4-1 et seq) that it shall:

- A. Immediately
- B. At the conclusion of the Regular Agenda
- C. At the call of the chair

Enter into an Executive Session to discuss Personnel, Litigation, Negotiations, Student, and/or Security matters: and the information discussed at this meeting can be disclosed to the public only upon formal written request to the Secretary of the Board of Education and it thereafter has been reviewed by the Board of Education at the next Work, Special or Regular Meeting to determine if the time and circumstances would then be appropriate to disclose the information discussed.

Mr. Milhous moved items 8.0 and 9.0

- 8.0 Motion to approve the Regular Meeting Minutes of November 16, 2015. Minutes
- 8.1 Motion to approve the Executive Meeting Minutes of , 2015. None
- 9.0 Motion acknowledging receipt of the Treasurer’s Report and the Board Secretary’s Report which are in agreement for the period of November 2015 as filed with the Board.

The motion was seconded by Mr. Person.
Roll call vote was unanimous. Ayes (7)

10.0 **Communications:**
None

- 11.0 **President’s Report:**
Ms. Ojserkis reported on the following:
 - Thanksgiving Day Football Game and the recognition for Mr. Coffey.

- Superintendent Search preliminary interviews have been rescheduled to January 2016 with a recommendation to the full Board of Education in late January or February 2016.
- The December Negotiations meeting has been rescheduled to January do to the Holidays and events.
- Ms. Ojserkis attended the Fall Play, Almost Maine, the Holiday Concert and the Veteran’s Day Breakfast. All events were wonderful and well done.

12.0 **Superintendent’s Report:**

Dr. Previti issued his monthly report via email to the Board on Friday.

Dr. Previti reported the Aisling and Olivia Run and Remembrance Walk donated \$3,600.00 to the District to help support students in need.

Dr. Previti reported that the three year mentoring grant with Stockton College is in process and the District has selected ten teachers to participate.

13.0 **Meeting Opened to the Public:**

Mr. and Mrs. Norman Schautt- Linwood

Spoke on behalf of a Use of Facility Request for use of the gyms in March and November 2016 for an Art Show. Mr. Schautt described the show and the charities that the funds are donated to during the year.

Ms. Ojserkis responded that the Business Office will review the request and notify them of the outcome. Ms. Ojserkis stressed that the Board must place the needs of the students and athletes as a priority over community use and the times requested are during various sports.

14.0 **EDUCATION:**

Dr. Harvey moved items 14.1 – 14.5

14.1 Motion to approve Home Instruction/Outside Placement for: HI/OP

Home Instruction from November 30, 2015 to January 4, 2016

CASE HI#3

10 Hours at \$45.00 X 5 Weeks = \$2,250.00

Home Instruction from November 5, 2015 to November 23, 2015; and
November 23, 2015 to March 1, 2016, respectively

CASE HI#7

4 Hours at \$45.00 X 3 Weeks = \$540.00 and;

4 Hours at \$45.00 X 12 Weeks = \$2,160.00

Home Instruction from November 16, 2015 to November 23, 2015

CASE HI#14

10 Hours at \$45.00 X 1 Week = \$450.00

Home Instruction

CASE HI#15

6 Hours at \$45.00 = \$270.00

Home Instruction from November 23, 2015 to December 3, 2015

CASE HI#20

12 Hours at \$45.00 X 1 Week = \$640.00

Home Instruction from December 7, 2015 to December 14, 2015

CASE HI#21

10 Hours at \$45.00 = \$450.00

Home Instruction from November 24, 2015 to January 4, 2016

CASE HI#22

2 Hours at \$45.00 X 4 Weeks = \$360.00

Home Instruction

CASE HI#23

4 Hours at \$45.00 = \$180.00

Home Instruction from December 16, 2015 to December 23, 2015

CASE HI#24

14 Hours at \$45.00 X 1 Week = \$630.00

14.2 Motion to approve the attached Field Trips for the 2015-2016 school year. Field Trip

14.3 Motion to affirm the recommendation from the Superintendent for the following HIB Cases: HIB

15-16-002	Unconfirmed
15-16-003	Unconfirmed
15-16-004	CONFIRMED
15-16-005	Unconfirmed

14.4 Motion to accept the recommendation from the Superintendent for the following HIB Cases: HIB

15-16-006	CONFIRMED
15-16-007	Unconfirmed

14.5 Motion to approve the Mainland Regional High School's 9 – 12 Program of Studies Course Selection Offerings for the 2016-2017 school year. Course Selection

Ms. Cupo seconded the motion.

Roll call vote was unanimous. Ayes (7)

15.0 **PERSONNEL:**

Ms. Cupo moved items 15.1 – 15.13

Motions relative to staff appointments are presented by the Committee with the recommendation of the Superintendent and are subject to Chapter 116, P.L. 1986.

- 15.1 Motion to approve a Family Medical Leave request for Maternity for Ms. Daniella Ballard, Spanish Teacher, from approximately March 28, 2016 through June 30, 2016. Ms. Ballard will be utilizing all of her 53.5 sick and personal days and accumulated sick and personal days. LOA
- 15.2 Motion to approve a Military Leave of Absence request for Mr. Andre Clements, Special Education Teacher, beginning on January 4, 2016 through April 14, 2016. Mr. Clements will be paid through 90 days of Military Leave per N.J.S.A.-38A:4-4. LOA
- 15.3 Motion to approve a Medical Leave of Absence for Mr. Tracy Faulkner, Bus Driver, from October 8, 2015 through approximately November 30, 2015. LOA
- 15.4 Motion to approve the termination for just cause for Ms. Regina Fisher, School Bus Driver, effective December 3, 2015. Termin.
- 15.5 Motion to approve the extended Family Leave for Mr. Jesse Johnson, Maintenance, through January 19, 2016. LOA
- 15.6 Motion to approve Mr. Andre Clements to teach the Impact Program for math at an hourly rate of \$60.00 for the 2015-2016 school year. Impact
- 15.7 Motion to advertise a part-time School Resource Officer (SRO) at a salary of \$22.50 per hour for five hours per day to support our after school activities security. (No benefits offered). SRO
- 15.8 Motion to approve Ms. Patricia Link as a Substitute Custodian for the 2015-2016 school year at an hourly rate of \$13.00. Pending criminal history clearance. Sub. Cust.

- 15.9 Motion to approve the following as Substitute Teachers for the 2015-2016 school year: Subs

Jennifer Gansert	All Areas; Pending Receipt of Substitute Certificate
James Pasquale	All Areas; Pending Criminal History Clearance
Casey Sickler	All Areas; Pending Receipt of Substitute Certificate
Colleen Steffan	All Areas; Pending Criminal History Clearance
Om Vasisht	All Areas

- 15.10 Motion to approve the Athletic Coaches and Co-Curricular appointments for the 2015-2016 school year. Pending receipt of criminal history clearance. See attached. Co-Curr.

- 15.11 Motion to approve Mainland Regional High School students for part-time positions for the 2015-2016 school year as follows: Student Posit.

STUDENT	POSITION	HOURLY RATE
Madison Hull	Usher (Stage)	\$8.38
Louis Moore	Tech Assistant (Stage)	\$10.00
Emily Palmer	Usher (Stage)	\$8.38
Alison Toth	Usher (Stage)	\$8.38

- 15.12 Motion to approve Mr. Carlos Bonilla as a part-time Tech Assistant (Stage) at a salary of \$10.00 per hour for the 2015-2016 school year. P/T Tech Asst.

- 15.13 Motion to approve Ms. Linda Guiffrida as a Bus Driver, replacing Ms. Regina Fisher, for Route Number SP2, destination(s) Somers Point Dawes Avenue School and Mainland Regional High School for the 2015-2016 school year at a salary of \$15,050.00 (180 days X 5 hours per day X \$14.50, hourly rate, with a tier of \$2,000.00) effective January 4, 2016 pending completion of paperwork. Driver

Mr. Milhous seconded the motion.
Roll call vote was unanimous. Ayes (7)

16.0 **FINANCE AND FACILITIES:**

Mr. Person moved items 16.1 – 16.14

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| 16.1 | Motion to approve Invoices in the amount of \$1,377,362.88 for the 2015-2016 School Year. | Invoices |
| 16.2 | Motion to approve Purchase Orders in the amount of \$141,621.93 for the 2015-2016 School Year. | Purch. Orders |
| 16.3 | Motion to approve Athletic Invoices in the amount of \$8,458.00 for the 2015-2016 School Year. | Athletic Invoices |
| 16.4 | Motion to approve Food Service Invoices in the amount of \$71,670.90 for the 2015-2016 School Year. | Food Srv. Invoices |
| 16.5 | Motion to approve Student Activity Invoices in the amount of \$11,278.26 for the 2015-2016 School Year. | Student Activ. |
| 16.6 | Motion to approve the Board Secretary's Monthly Certification. | Certif. |

Board Secretary's Monthly Certification:

Pursuant to N.J.A.C. 6:20-2A.10(d)*, I certify that as of November 30, 2015, no budgetary line item account has obligations and payments (contractual orders which in total exceed the amount appropriated by the district Board of Education pursuant to N.J.S.A. 18A:22-8 and 18A:22-8.1.

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| 16.7 | Motion to approve the Board Secretary's Monthly Certification. | Certif. |
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Board Secretary's Monthly Certification:

Pursuant to N.J.A.C. 6:23-2.11(c)2*, I certify that as of November 30, 2015, no anticipated changes in revenue amounts and sources which would enable the district from meeting the financial obligations for the remainder of the school year.

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| 16.8 | Motion to approve the Board Secretary's Monthly Certification. | Certif. |
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Board of Education's Monthly Certification Budgetary Major Account Fund Status.

Pursuant to N.J.A.C. 6:20-2A.10(e)*, we certify that as of November 30, 2015, after review of the secretary's monthly financial report (appropriations section) and upon consultation with the appropriate district

officials, to the best of our knowledge no major account or fund has been over expended in violation of N.J.A.C.6:20-2.A-10(a.1)* and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.

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| 16.9 | Motion to approve line item transfers as of December 14, 2015 for the 2015-2016 School Year. | Transfers |
| 16.10 | Motion to approve Travel Reimbursements for the 2015-2016 School Year totaling \$1,965.18. | Travel Reimb. |
| 16.11 | Motion to approve the Use of Facility for:

Backstage Performing Arts Competition for the use of the Auditorium, Cafeteria, Vocal Music Room, two classrooms and the Lobby on Friday, April 29, 2016 from 3:00 p.m. to 10:00 p.m., Saturday, April 30, 2016 from 7:00 a.m. to 11:00 p.m. and Sunday, May 1, 2016 from 7:00 a.m. to 10:00 p.m. for a Dance Competition. (Fees Apply)

Starstruck Dance Academy for the use of the Auditorium and Band Room on Friday, June 10, 2016 from 2:00 p.m. to 8:00 p.m. for rehearsal and Saturday, June 11, 2016 from 11:00 a.m. to 7:00 p.m. for dance recital. (New date) (Fees Apply) | Use of Facility |
| 16.12 | Motion to approve the Corrective Action Plan as required for the 2014-2015 Comprehensive Annual Financial Report ending June 30, 2015. | Corr. Act. Plan |
| 16.13 | Motion to approve the purchase of the VoIP Networks Notification Link for a total cost of \$16,969.50 to provide classroom notification for all emergency response protocols. | VoIP Net. Not. Link |
| 16.14 | Motion to approve the 2016-2017 Budget Calendar.

Ms. Cupo seconded the motion.
Roll Call vote was unanimous. Ayes (7) | Budget Calendar |

17.0 **POLICY:** None
None

18.0 **UNFINISHED BUSINESS:**
Ms. Ojserkis appointed Mr. Milhous and Mr. Person to work with Administration on the Use of Facility Policy with priority on the fees charged to sending districts.

Ms. Ojserkis reminded the Board that the Organization Meeting is scheduled for January 6, 2016 and Mayor Chau, City of Northfield will officiate the Oath of Office.

Happy Holidays.

19.0 **ANNOUNCEMENTS:**

Regular Meeting Agenda – January 19, 2016

20.0 **NEW BUSINESS:**

None

MEETING OPENED TO THE PUBLIC:

No Public Response.

Dr. Harvey moved items 20.1 – 20.3

20.1 Motion to approve Mr. Mark Cevoli as a part-time Tech Assistant (Stage) P/T Tech
at a salary of \$10.00 per hour for the 2015-2016 school year. Asst.

20.2 Motion to approve Mr. Mark Cevoli as a Substitute Custodian for the 2015- Sub
2016 school year at an hourly rate of \$13.00. Cust.

20.3 Motion to terminate Mr. Alexis R. Claudio, Substitute Custodian, effective Termin.
December 14, 2015.

Ms. Cupo seconded the motion.

Roll call vote was unanimous. Ayes (7)

21.0 **ADJOURNMENT:**

Ms. Ojserkis made a motion to adjourn the meeting, seconded by Ms. Cupo. The meeting was adjourned by voice vote at 7:30 p.m.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Kim Jensen", written over a horizontal line.

Kim Jensen
Board Secretary/Business Administrator